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**USF TAMPA FACULTY
SENATE EXECUTIVE COMMITTEE MEETING
MINUTES**

January 12, 2011

Present: Elizabeth Bird, Ellis Blanton, Larry Branch, Emanuel Donchin, Dale Johnson, Sang-Hie Lee, Michael LeVan, Huntington Potter, Christine Probes, Arthur Shapiro, Drew Smith, Gregory Teague, Deborah Williams

Absent : Philip Levy

Provost's Office: Paul Dosal, Kofi Glover, Dwayne Smith, Graham Tobin, Linda Whiteford, Ralph Wilcox

The meeting was called to order at 3:05 p.m. by President Huntington Potter. The Minutes from the December 1, 2010 meeting were approved as presented.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

- a. Review of Election Apportionment Procedure – Sang-Hie Lee
Secretary Lee announced that it is time to begin the election process to fill Senate vacancies for the 2011-2012 academic year. It had been brought to her attention that the apportionment formulation in the newly revised Constitution states that the number of Senators to use in the calculation is 100 instead of 60. Secretary Lee asked for clarification. Past President Branch clarified that this issue was discussed by the Senate Executive Committee (SEC), but it was never presented to the Senate for full, therefore, the number should remain at 60. A motion was made and seconded that the apportionment formula be replaced in the Constitution to reflect 60 elected members. The motion unanimously passed. Dr. Potter added that the revision will be presented to the full Senate.

- b. Approval of Election Schedule – Sang-Hie Lee

Secretary Lee presented for review and approval the USF Tampa Faculty Senate 2011-2012 Election Schedule. A motion was made and seconded to accept the schedule. Past President Branch asked the status of recommendations from the Colleges of Arts and Sciences and Medicine to fill vacancies representing all departments evenly in these colleges. Secretary Lee responded that representatives of the respective Faculty Councils had been contacted, and it was determined that the apportionments were distributed in a balanced manner. President Potter will broach the issue with the College of Medicine Faculty Council. As Vice President of the USF System Faculty Advisory Council (FAC), Parliamentarian Elizabeth Bird recommended that a call for nominations and election of FAC members be included to take place at the April 20 Faculty Senate Meeting. This recommendation was approved. There being no further discussion, the motion to accept

the 2011-2012 Election Schedule to include the recommendation from Parliamentarian Bird was unanimously passed. The revised schedule will be presented to the full Senate at its January meeting.

NEW BUSINESS

a. School of Biomedical Sciences and Graduate Programs – Huntington Potter

President Potter distributed copies of a proposal for a *School of Biomedical Sciences and Graduate Programs* in the USF College of Medicine which would house all of its graduate programs in one unit to be directed by Dr. Michael Barber, Associate Dean for Graduate and Postdoctoral Affairs. President Potter commented that this is a major restructuring that needs to be looked at as to what is the relationship of this with similar entities across campus, and how do the programs and classes get decided. Although the proposal is still being reviewed at the College of Medicine, Dr. Potter wanted the SEC to be aware of it in the event it does come to the Faculty Senate. The floor was opened for discussion. Several suggestions were offered: The document should be reviewed by both the Graduate Council and the Council on Educational Policy and Issues. Provost Wilcox was asked to discuss the matter with President Genshaft and Dr. Steven Klasko, Senior Vice President for USF Health and Dean of the College of Medicine. The proposal should be presented to the Graduate School for feedback. A dialogue should take place between the Graduate Council and the College of Medicine. The administration and faculty need to be apprised and invited to justify the proposal. Dr. Barber could be invited to a meeting of the SEC or Graduate Council to discuss the proposal. A motion was made and seconded that the Graduate Council review the proposal after it goes through the College of Medicine. The motion unanimously passed. President Potter will also contact Dr. Bryan Bogner, President of the College of Medicine Faculty Council. Provost Wilcox said that he would look into the matter and report the conversation.

Update: On January 15th, Provost Wilcox reported the outcome of his discussions on the matter with both President Genshaft and Senior Vice President for USF Health, and Dean of the College of Medicine, Steve Klasko, and Dr. Michael Barber and Mr. John Ekarius. Provost Wilcox reported from these dialogues that “to construe a proposal to internally reorganize academic administration and governance in the College of Medicine as an effort to establish a separate graduate school was simply a misunderstanding;” and further President Genshaft assured us the principle of “one Graduate School (and one Graduate Dean) serving USF,” “The short of it is that **there is no plan to establish a separate graduate school in the USF College of Medicine.**”

OLD BUSINESS

There was no Old Business for today’s meeting.

REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT HUNTINGTON POTTER

President Potter announced that the *Policy and Procedures for Proposed Changes in Academic Units of the University of South Florida System* is on President Genshaft's desk waiting for her signature.

REPORT FROM PROVOST RALPH WILCOX

Provost Wilcox distributed copies of enrollment profiles from the first day of spring semester classes. He pointed out that challenges with student enrollment have been decreasing. The information distributed was for the USF System, as well as the separate campuses.

Projected budget deficit for this year is between 3 and 3.5 billion dollars. Governor Scott has proposed reducing State contributions to retirements and putting the burden back on employees.

Copies of the SUS Board of Governors 2011-2012 PECO Legislative Budget Request were distributed which will be considered by the Board at its meeting on January 20, 2011. In response to SEC concerns of the other campuses receiving a larger share of the allocated PECO funds, Provost Wilcox commented that the SEC might consider devoting some time to a conversation of the political aspects of shared campus resources.

USF System information which has the history, mission, purpose and vision of the System will be sent to the SEC members.

The Provost is working to restore lunches with the SEC, President Genshaft, and himself.

Dr. Graham Tobin, Vice Provost for Strategic and Budget Planning, distributed and reviewed undergraduate *University Tuition, Fees and Housing Projections* for all campuses. Projected data was up to the 2014-15 academic year.

There being no further business, the meeting was adjourned at 5:10 p.m.

ADDENDUM
Outstanding Items
Senate Executive Committee

1. Committee on Faculty Issues, along with CEPI Chair Donchin, to re-examine Emeritus policy (09/03/08 SEC Meeting).
2. Formal procedures for creating a logo – Michael Barber (09/03/08 SEC Meeting).
3. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC Meeting).
4. Selection of members for Resolution Implementation Committee – Steve Permuth (04/08/09 SEC Meeting).
5. Request of Provost Office for credentials of faculty teaching summer school – Steve Permuth (06/03/09 SEC Meeting).
6. Request of Provost Office for quantification of summer school class sizes – Steve Permuth (06/03/09 SEC Meeting).
7. Decision regarding display case (07/01/09 SEC Meeting)
8. Feedback from Office of General Counsel on issue of privacy and SafeAssign – Michael LeVan (10/07/09 SEC Meeting)
9. Feedback from CFI on draft definition of faculty statement – Paul Terry (11/04/09 SEC Meeting)
10. Timeline from General Counsel Steve Prevaux for revision of Post-Retirement Policy #0-614 – Emanuel Donchin (12/02/09 SEC Meeting)
11. Undergraduate Chair Michael LeVan to follow up on the creation of a committee consisting of faculty from SLIS, ISDS, and CSE for purposes of information sharing (10/06/10 SEC Meeting).
12. President Branch to provide Provost Wilcox with three to four names for consideration to serve on a committee to review the Market-Based Tuition Delivery Model (10/06/10 SEC Meeting).
13. President Potter to decide on whether Library Council will give presentation to Faculty Senate on Open Access Publishing Initiative (11/03/10 SEC Meeting).
14. Senator-at-Large Levy to send to Ms. Pipkins a list of the committees the FAC subcommittee is looking at to be sent out to the SEC (12/01/10 SEC Meeting).

15. Graduate Council to review proposal for a *School of Biomedical Sciences and Graduate Programs* in the USF College of Medicine after it has been reviewed by that college (01/12/11 SEC Meeting).

Completed Items

1. Provost Wilcox has forwarded USF System Information to SEC Members (01/18/11).
2. Follow-up from Provost Wilcox regarding proposed *School of Biomedical Sciences and Graduate Programs* in the USF College of Medicine (01/15/11).